Supervision and Management (Survey of) 308

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STANDARD FORM NO. 64

## OFFICIAL USE ONLY

## Office Memorandum • united states government

TO : Chief, Intelligence School

DATE: 22 October 1959

FROM : Chief, Management Training Faculty

subject: Cancellation of Scheduled Course

- 1. Our present long-term schedule calls for the first presentation of Survey of Supervision and Management during the week 2 6 November 1959. We desire a minimum enrollment of 15 persons for this course.
- 2. Registration statistics as of this date show two persons enrolled for the course. Registrations close on Monday, 26 October. It is unlikely that we will have thirteen additional applicants between now and Monday.
- 3. We recommend that this running of the course be cancelled. The two persons already enrolled will be given the opportunity to attend one of our other presentations scheduled before 1960 or, if the applicants so desire, to wait until the first <u>Survey</u> course in 1960.

STATINTL

Approved

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OFFICIAL USE ONLY

S-E-C-R-E-T

SUPERVISION & MANAGEMENT (Survey of)

2 November - 6 November 1959

Cancelled - Low Enrollment

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## SURVEY OF SUPERVISION & MANAGEMENT

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